

DEPARTMENT OF SOCIAL SERVICES

ACCOUNTANT - DSS

SALARY: \$50,620 Plus Excellent Benefits

This is an administrative position responsible for the supervision and coordination of the fiscal and operating affairs of the local Department of Social Services. The incumbent is also responsible for assisting the Commissioner of Social Services with the preparation of the annual operating budget, and for recommending and implementing policies under the general direction of the Commissioner of Social Services in accordance with established policies and objectives, with considerable leeway allowed for the exercise of independent judgment. Supervision is exercised over subordinate agency staff not assigned to departmental program areas. Does related work as required.

MINIMUM QUALIFICATIONS:

Graduation from a regionally credited or New York State registered college with a Bachelor's Degree in Accounting or closely related field which must have included 18 credit hours in accounting and two years of accounting or auditing experience which must have involved the maintenance or auditing of double entry books of a business or in maintaining governmental agency books.

SUBMIT RESUME/APPLICATION TO:

John J. Kalinkewicz, Personnel Director
Saratoga County Personnel Department
40 McMaster Street
Ballston Spa, New York 12020

Applications accepted until a selection is made.

This position will be filled provisionally pending the results of a Civil Service examination to be scheduled at a later date.

“An Equal Opportunity Employer with an Affirmative Action Program”

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